

**Moultonborough Planning Board**  
**P.O. Box 139**  
**Moultonborough, NH 03254**

**Regular Meeting**

**July 25, 2012**

**Minutes**

Present: Members: Tom Howard, Chair; Peter Jensen, Judy Ryerson, Paul Punturieri,  
Josh Bartlett; Chris Maroun, Russ Wakefield (Selectmen's Representative)

Alternate: Keith Nelson

Excused: Alternate: Natt King

Staff Present: Town Planner, Bruce W. Woodruff; Administrative Assistant, Bonnie Whitney

**Pledge of Allegiance**

Mr. Howard called the regular meeting to order at 7:00 PM.

**II. Approval of Minutes**

Mr. Punturieri and Mr. Jensen noted the need to correct three minor typos on pages 4, 5 & 6.

**Motion:** Mr. Maroun moved to approve the Planning Board Minutes of July 11, 2012, as amended, seconded by Mr. Punturieri, carried unanimously.

**Motion:** Mr. Maroun moved to approve the Planning Board On-site Minutes of July 17, 2012, as written, seconded by Mr. Jensen, carried unanimously.

At this time the board advanced to the Informal Discussion requested by Robin LeBlanc of Plan NH.

**VI. Informal Discussions**

Robin LeBlanc from Plan NH requested to speak to the Board. She noted the Town had just held their Community Charrette this past weekend. She was there asking for the support of the Board for Moultonborough to be a pilot town for Plan NH to work with to implement the revised Livable, Walkable Communities Toolkit. Ms. LeBlanc briefly explained the program, noting that there would be no financial cost to the town. Plan NH would be applying for a grant. They would need a letter of support from the Planning Board and the Board of Selectmen to be included with their grant application, which has a deadline of this coming Tuesday, July 31<sup>st</sup>. The goal would be to increase rates of physical activity (for children under 5). The program is one year in length and would bring together citizens, leaders and local government to identify and develop action plans and implement. Michelle Craig from Plan NH briefly explained the process.

Mr. Wakefield questioned the actual staff time and cost to the Town. Mr. Bartlett questioned who would do the assessments. Ms. LeBlanc noted it would be a steering committee. Ms. Craig commented that it would be a steering committee that would oversee citizens, and that the program was a planning tool, not an implementation tool, and there would be costs and perhaps several years for some implementations. Rosemary Landry asked who pays Plan NH and why do they want to come to Moultonborough. Mr. Woodruff asked if Plan NH received any of their funding from the United Nations Agenda 21. They stated no. Bud Heinrich questioned where the grant money comes from. Ed Charest spoke in favor of the

program, and thought that it would be an enhancement to the charrette. Nancy Wright questioned how Plan NH picked the team for the charrette. Ms. LeBlanc said that the Charrette leader, Roger Hawk picked the team based on what was needed from a list of planners, surveyors, architects, realtors, etc.

Mr. Howard asked if there were any additional questions for Ms. LeBlanc as they would need to table this discussion until after the regular scheduled items on the agenda.

**Motion:** Ms. Ryerson moved to table the discussion relating to the request from Plan NH to be reopened following the regular items on this evening's agenda, seconded by Mr. Maroun, carried unanimously.

### **III. New Submissions**

### **IV. Boundary Line Adjustments**

### **V. Hearings**

1. Continuation of Public Hearing - Crucon Real Estate Holding, LLC (141-11)(Whittier Highway) Site Plan Review and Conditional Use Permit

Mr. Howard opened the public hearing at 7:33PM. He stated that Mr. Maroun would be stepping down for this hearing and seated Mr. Nelson with full voting privileges.

Dan Ellis of Ames Associates represented Crucon Real Estate Holdings, LLC. He gave a brief update to the board, addressing each of the concerns from the prior hearing. As a result of the Planners comments from July 11<sup>th</sup>, they have added bike racks in three locations on the site. As noted the lot is located in the ground water protection overlay district and there was a question regarding fertilizer. The owner has agreed to limit the type of fertilizer to be used on site to be only semi-organic fertilizers.

Mr. Ellis stated that they have addressed the concerns of Mr. Dolan. They have not received a NH DOT driveway permit at this time. The District Engineer was out on vacation and they expect his input tomorrow. The driveway cut will either be where it is shown on the plan or moved west about 80' to line up with the entrance to Pine Hill Plaza. Nothing else will change on the plan other than the entrance way. If the entrance does not get relocated they will expand the driveway easement for benefit of Due South, LLC.

Mr. Ellis noted it was a suggestion of the board to provide screening for the first 4 or 5 parking spaces located on the southwest corner of the parking lot. They contacted PSNH and came to an agreement to allow shrubs that don't grow to a height greater than twelve feet in height. The plantings will be maintained by Crucon and planted at their own risk. Mr. Ellis provided a revised landscaping plan depicting the plantings. Mr. Ellis stated that he had submitted a formal waiver request requiring a twenty-five (25) foot vegetative buffer within the front setback between the building and the roadway along the full length of the lot.

Mr. Punturieri thought that the bikes were a good idea, but noted his concerns with traffic. He asked if there could be signs posted warning drivers of bicyclists. Mr. Woodruff stated that this would be something they would discuss with DOT as Route 25 is a state highway.

Mr. Nelson stated that it was his understanding that Mr. Dolan does not want to move his driveway. Mr. Woodruff replied that the state has the authority to move the driveway and that it is a civil matter with Mr. Dolan.

Mr. Howard requested additional screening for the 3 parking spaces on the southeast corner of the lot. Mr. Ellis noted he would add that to the plan.

Mr. Howard asked which lighting plan was to be used. Mr. Ellis stated the original plan with the taller poles.

**Motion:** Mr. Bartlett moved to approve the Site Plan application with the requested three (3) waivers and the Conditional Use Permit application for **Crucon Real Estate Holding, LLC (141-11)(Whittier Highway)** with the condition that the NH DOT Driveway Permit and its specific conditions become part of the approval. The waiver requests are: 1) To not submit a sign design at this time. 2) To not prepare an “advanced” traffic impact analysis, rather to submit a “standard” analysis instead. 3) to not require a twenty-five (25) foot vegetative buffer within the roadway along the full length of the lot. And that an Alteration of Terrain permit be submitted prior to the signing of the plan and to add the additional vegetative screening along the southeast corner of the lot, and reserve the right to amend, seconded by Mr. Jensen, carried unanimously.

Mr. Maroun returned to the Board at this time with full voting privileges.

#### **VI. Informal Discussions**

#### **VII. Unfinished Business**

#### **VIII. Other Business/Correspondence**

Mr. Nelson did not participate in the Application submitted by Moultonboro Business Center.

1. Application For and Notice of Voluntary Merger for Moultonborough Business Center, Inc. (141-15 & 142-33)(15 Glidden Road). The Voluntary Merger was presented to the board. There was no input from the Board or public.

**Motion:** Mr. Jensen moved to acknowledge the receipt of the Voluntary Merger Application for **Moultonborough Business Center, Inc. (141-15 & 142-33)** and to authorize the Chairman to sign the appropriate paperwork, seconded by Mr. Punturieri, carried unanimously.

2. Application For and Notice of Voluntary Merger for Steven E. Geyer & Debra A. Matthews (130-12 & 130-13)(42 Cannes Street). The Voluntary Merger was presented to the board. There was no input from the Board or public.

**Motion:** Mr. Punturieri moved to acknowledge the receipt of the Voluntary Merger Application for **Steven E. Geyer & Debra A. Matthews (130-12 & 130-13)** and to authorize the Chairman to sign the appropriate paperwork, seconded by Mr. Bartlett, carried unanimously.

3. **Motion:** Ms. Ryerson moved to reopen the discussion relating to Plan NH’s request for support of the Livable, Walkable Community Toolkit, seconded by Mr. Bartlett, carried unanimously.

Mr. Howard asked for input from the board. Mr. Jensen thought that it was a good thing, and was in support of the request. Mr. Wakefield expressed his concerns regarding staff time, costs, and noted that they would not be able to prepare a letter of support from both the Planning Board and Board of

Selectmen by the deadline of Tuesday. Mr. Punturieri stated that he had printed the Livable, Walkable Community Toolkit, and it is 189 pages, with a 101 page appendix. He stated that was a lot of information which no one has had the time to review. He was not comfortable going forward with this request, and felt that the board was not at a point where they could focus on this for the next 12-18 months. Board members noted their concerns with the short window of time for review, as well as the costs this may incur due to staff time and support. Mr. Woodruff commented that staff had been working on support of the charrette, which took a considerable amount of time since March. He noted that the board has an aggressive work plan for the remainder of 2012 and recommended that the board passes on this request of Plan NH at this time.

**Motion:** Mr. Punturieri moved that the Board respectfully declines the offer from Plan NH for the Livable, Walkable Community Toolkit, seconded by Mr. Jensen, carried unanimously.

Mr. Wakefield stated that he would bring the information and the Planning Boards decision regarding this forward to the Board of Selectmen tomorrow evening.

#### 4. Housekeeping Zoning Ordinance

Mr. Howard noted there was one item for discussion this evening relating to lot depth and length. Mr. Woodruff provided the board with a copy of a portion of the tax maps showing an example of existing long, narrow non-conforming lots that did not meet the 4 to 1 ratio. The current language in Article III, J speaks to lot dimensions and standards. This section was discussed at the meeting on June 27<sup>th</sup> and continued to allow time for the Planner to research the “intent” for this section. The board discussed replacing the word length, with depth and then adding a definition for depth. Members discussed why they would or would not want to restrict a property owner from creating a lot that did not meet the current 4 to 1 ratio. Mr. Bartlett questioned if someone were to have a large parcel, and wanted to create a new lot with 400’ of frontage it couldn’t be greater than 1600’ in depth/width. If the lot met soil and slopes, why would the board care if the lot did not meet the 4 to 1 ratio? After a lengthy discussion it was the decision of the board to strike all of the language after the sentence ending with “as set forth at Table 1”.

**Motion:** Mr. Jensen moved to remove all language after the sentence ending with “as set forth at Table 1” seconded by Mr. Bartlett, carried unanimously.

5. Zoning Board of Adjustment Draft Minutes of July 18, 2012 were noted.

6. Selectmen’s Draft Minutes of July 19, 2012 were noted.

#### **IX. Committee Reports**

**X. Adjournment:** Mr. Maroun made the motion to adjourn at 8:56 PM, seconded by Mr. Punturieri, carried unanimously.

Respectfully Submitted,  
Bonnie L. Whitney  
Administrative Assistant